

RULES
FOR
THE MISSIONARIES
OF THE
BOARD of FOREIGN MISSIONS
OF THE

UNITED LUTHERAN CHURCH
IN AMERICA

LIBERIA
AFRICA

TENTATIVE CONSTITUTION
OF THE
Muhlenberg Mission Conference
1920

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RULES FOR ALL MISSIONS

I. Missionaries on Furlough

1. Furlough is defined as a period of rest after a full term of service in the field under the Rules of the Mission.

2. All arrangements for furlough shall be made by the Mission Conference, subject to ratification by the Board.

3. Unless otherwise determined, missionaries shall spend their furlough in America.

4. Furlough granted on account of sickness or other causes not provided under the Rules of the Mission, shall be regulated as to length and allowances by the Board as the merits in each case demand.

5. The missionary immediately on his arrival in the homeland shall report the date of arrival by telegram to the office of the Board.

6. The Cabinet of Secretaries shall arrange for someone to meet incoming or outgoing missionaries at port of entry or departure to render such assistance as may be desired.

7. As soon as possible after arrival the missionary shall arrange to report in per-

son at the office of the Board and arrange for the medical examination of himself and family.

8. The Cabinet of Secretaries shall invite the missionary on furlough to a conference at as early a date after his arrival as is convenient, and shall arrange, if he desires it, for an interview with the Standing Committee of his field or through it with the Board.

9. The missionary may be invited at any time by the Cabinet of Secretaries to informal conferences on his field and work, as necessity may arise.

10. The missionary, as soon as convenient after his arrival at home or on the field, shall render an account of his traveling expenses to the Treasurer of the Board.

11. Missionaries on furlough are under the direction of the Board as to their residence, studies and work.

12. Before engaging in definite work, advocating new projects or soliciting funds for any objects, missionaries shall obtain the sanction of the Board.

13. Missionaries shall inform the Board of their future plans within six months after their return from the field.

14. Furlough salary shall begin on the date of leaving the field on furlough, and

shall end on the date of reaching the field after furlough.

15. Missionaries on furlough, irrespective of their remuneration in the foreign field, shall receive furlough salary and allowances according to a common scale, based on needs in America.

II. Furlough Salaries and Allowances

(In the case of the missionaries of the Muhlenberg Mission, Liberia, Africa, the first furlough salary shall apply to the first and second furlough periods, and the second furlough salary to the third and subsequent furlough periods.)

A. Married Missionaries.

a. Salaries.

First furlough.....\$1200 a year

Second and subsequent

furloughs..... 1400 a year

b. Allowances.

1. Children's allowance under the Rules.
2. House-rent as determined by the Board.
3. Special medical and surgical expenses as approved by the Board.
4. Traveling expenses when engaged in deputation work.

B. Unmarried Missionaries.

a. Salaries.

First furlough..... \$800 a year

Second and subsequent
furloughs..... 1000 a year

b. Allowances.

1. Special medical and surgical
expenses as approved by the
Board.

2. Traveling expenses when en-
gaged in deputation work.

III. Missionaries Under Appointment

Missionaries under appointment may receive remuneration at the discretion of the Board.

IV. Allowances for all Fields

1. Outfit.

Every missionary shall receive an outfit allowance of \$100; if married, \$200.

2. Travel.

a. The necessary expense of direct journeys to and from the Mission shall be borne by the Board.

b. Traveling arrangements for all outgoing missionaries shall be made under the direction of the Board.

- c. The number of times fare is granted for children shall be determined by the Board.

3. Children's Allowance.

- a. Children of missionaries shall be entitled to allowances, whether their parents are living or deceased, up to 18 years, as follows:

First six years.....\$75 a year

Next six years.....100 a year

Next six years.....150 a year

- b. Children separated from their parents for the purpose of education may receive special consideration by the Board.
- c. The extension of children's allowance beyond the age of 18, shall be subject to the action of the Board.
- d. Children's allowance shall be continued during furlough or leave of absence.
- e. The maximum children's allowance for one family shall be \$500.

4. Field Allowances.

These shall include:

- a. A dwelling for the missionary and his family.

- b. Heavy furniture as determined by the Rules of the Mission.
 - c. Repairs of buildings and furniture as determined by the Rules of the Mission.
 - d. Travel allowance in the field as determined by the Rules of the Mission.
 - e. Language study allowance as determined by the Rules of the Mission.
 - f. Medical service allowance as determined by the Rules of the Mission.
 - g. Taxes as determined by the Rules of the Mission.
5. Widows' and Disabled Missionaries' Allowances.
- a. Missionaries disabled in the service shall receive such support as the Board may deem just.
 - b. Missionaries attaining the age of 65 years may retire as honorary missionaries, and at 70 they shall be retired as honorary missionaries and receive such support as their needs may require, as long as they remain in connection with the Mission.

- c. Honorary missionaries shall be under the direction of the Board as to residence and work.
- d. Widows, whose husbands have died in the service of the Mission, shall receive consideration as each case may merit.

V. Miscellaneous for all Fields

1. Arrival and Departure Dates.
 - a. Every missionary shall report the expected date of arrival in the field by letter or telegram to the Chairman of the Mission Conference.
 - b. The Corresponding Secretary of the Mission Conference shall report to the Board the date of the expected departure of the missionary from the field.
2. Relationships.
 - A. To the Board through the Mission.
 - a. Every missionary on his arrival in the mission field becomes a member of the Mission. He shall sign the Constitution and By-Laws of the Mission Conference and be subject to the Rules of the Mission.

- b. The Mission Conference shall define the relationship of every missionary to the Mission.
- c. The Mission Conference shall report to the Board the results of all language examinations. Failure to pass the final examination shall not debar the missionary from assignment to work.
- d. In the assignment of a definite field of work or in regard to any personal matter every missionary shall have the right to present his own case to the Mission Conference and through it to the Board.
- e. Every missionary who returns to America before the expiration of his term of service on account of impaired health shall be entitled to six months' salary under the Rules from the date of departure from the field, when the question of his return to the field or of taking up work at home shall be decided by the Board.
- f. The resignation of a missionary before the expiration of his

term of service shall be sent through the Mission Conference to the Board at least three months in advance of the date on which the resignation is to take effect.

g. Any missionary recalled by the Board for any reason shall be entitled to his passage to America and three months' salary from the date such recall is transmitted to him through the Mission Conference, provided he obeys the recall.

h. Within three months after the departure of any missionary from the field, the Mission Conference may vote on the question of his return. The vote shall be recorded by roll-call and be reported to the Board only if carried by a majority and if accompanied by a statement of the ground on which the vote was taken, a copy of which shall be transmitted to the missionary concerned.

B. Financial.

a. Before making any appeal for

funds to the Home Church the sanction of the Mission Conference, approved by the Board, shall be secured.

- b. Private gifts to missionaries for use in mission work shall be paid into the mission treasury and be subject to the order of the Mission Conference.
- c. Compensation received by a missionary for services rendered in the mission field shall be reported to the Mission Conference.

C. Correspondence.

- a. The official correspondence of the Mission Conference shall be signed by the Corresponding Secretary and countersigned by the President.
- b. Private correspondence concerning mission policy and work addressed to others than officers of the Board shall not be received by the Board for consideration.
- c. Every missionary in charge of work shall annually present a written report to the Mission Conference and through it to the Board, closing the statistical year on December 31.

- d. Every missionary shall write a letter or article according to a schedule adopted by the Mission Conference to be sent to the Board for use in its publicity work.

AFRICA

I. Salaries.

The years designated in the following scale indicate the terms of foreign service only, not including furloughs.

A. Married Missionaries.

For the first two years.....	\$900 a year
For the next four years.....	1100 a year
For the next four years.....	1300 a year
After eight years to end of service.....	1500 a year

B. Unmarried Missionaries.

For the first two years.....	\$600 a year
For the next six years.....	800 a year
After eight years to end of service.....	1000 a year

II. Furlough.

1. The first furlough ordinarily shall take place at the end of the second year of service, and shall not exceed six months.

2. Subsequent furloughs shall be due after periods of four years, and shall not exceed twelve months each.

III. Leave of Absence.

A. Vacation.

Temporary leave of absence may be granted by the Conference at the end of each year of service for a sojourn at the Islands for a period of about six weeks, the Board paying the traveling expenses.

B. Sick Leave.

In case of serious sickness leave of absence shall be granted at any time by the Conference, which shall at once inform the Board.

N. B.—In all cases comprehended under these Rules, where the interests of Women Missionaries and their work are involved, the final action of the Board shall be taken after conference with the Executive Board of the Women's Missionary Society.

PROPOSED CONSTITUTION
of the
MUHLENBERG MISSION CONFERENCE OF THE UNITED
LUTHERAN CHURCH
IN AMERICA.

Article I.—Name.

The name of this body shall be the Muhlenberg Mission Conference of the United Lutheran Church in America.

Article II.—Object.

Its object shall be the general control of the work, workers and institutions of the Muhlenberg Mission, Liberia, Africa.

Article III.—Membership.

Section 1. Its membership shall consist of the missionaries of the Muhlenberg Mission.

SEC. 2. Those placed in charge of work by the Conference shall have equal rights and status in every respect.

SEC. 3. Those not placed in charge of work by the Conference shall be entitled to all rights and privileges except voting.

Article IV.—Amenability.

It shall be amenable to the Board of Foreign Missions of the United Lutheran Church in America.

Article V.—Officers.

The officers of the Conference shall be a President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, Financial Secretary and Business Manager, who shall be elected by ballot and whose term of service and duties shall be defined by the By-Laws.

The duties of Business Manager may be assigned to the Financial Secretary.

The duties of Corresponding Secretary may be assigned to the Recording Secretary, the President or the Vice-President.

Article VI.—Meetings.

Section 1. Regular meetings for the transaction of business shall be held semi-annually at such time and place as the Conference may determine.

Sec. 2. Special meetings of the Conference may be called by the President in consultation with Executive Committee.

Article VII.—Committees.

Section 1. The Executive Committee shall consist of the officers of the Con-

ference, and its duties shall be defined by the By-Laws.

Sec. 2. Other Standing and Special Committees may be appointed by the Conference.

Article VIII.—Quorum.

A majority of the voting members on the field shall constitute a quorum.

Article IX.—By-Laws.

The Conference may adopt By-Laws in harmony with this Constitution, as may be necessary, subject to the approval of the Board of Foreign Missions of the United Lutheran Church in America.

Article X.—Amendments.

This Constitution may be amended by a three-fourths vote of the voting members on the field, subject to the approval of the Board, provided such amendment has been presented at a previous meeting of the Conference.

